

## AGENDA



Thursday, December 13, 2007

**Purchasing Office  
RECOMMENDATION FOR COUNCIL ACTION**

**Item No. 48**

**Subject:** Authorize award and execution of a 24-month requirements supply agreement with HILL COUNTRY ELECTRIC SUPPLY, Austin, TX to provide electrical repair parts for Square D manufactured equipment for the Austin Water Utility, in an estimated amount not to exceed \$150,000, with two 12-month extension options in an estimated amount not to exceed \$75,000 per extension option, for a total estimated contract amount not to exceed \$300,000.

**Amount and Source of Funding:** Funding in the amount of \$62,500 is available in the Fiscal Year 2007–2008 Operating Budget of the Austin Water Utility. Funding for the remaining 14 months of the original contract period and extension options is contingent upon available funding in future budgets.

**Fiscal Note:** There is no unanticipated fiscal impact. A fiscal note is not required.

**For More Information:** Stephen Aden, Supervising Senior Buyer, 974-2021.

**Purchasing Language:** Lowest bid meeting specifications of two bids received.

**MBE/WBE:** This contract will be awarded in compliance with Chapter 2-9D of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this procurement.

**Boards and Commission Action:** Recommended by the Water and Wastewater Commission.

This contract will provide electrical repair parts for the South Service Center Electrical Shop of the Austin Water Utility and will be purchased on an as needed basis. The parts are needed for the repair of equipment manufactured by Square D. Such equipment includes motor control centers, load center, panel boards, safety switches and surge protection devices. Square D electrical equipment is used at various plants, pump stations and lift stations within the Austin Water Utility. The parts will be stored at the Electrical Shop for a readily available supply of the parts for emergency or routine repairs of the equipment.

MBE/WBE solicited: 2/1

MBE/WBE bid: 0/1

**PRICE ANALYSIS**

- a. Adequate competition.
- b. Sixty-nine notices were issued, including two MBEs and one WBE. Two bids were received, including one WBE firm.
- c. The pricing offered represents an 8% increase to the last contract award in August 2006.

**APPROVAL JUSTIFICATION**

- a. Lowest bid received meeting specifications. Hill Country Electric Supply is the current vendor for this contract.
- b. The Purchasing Office concurs with Austin Water Utility's recommended award.
- c. Advertised in the Austin American-Statesman and Internet.